



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Authorization to fill a previously "frozen" Junior/Assistant/Associate Planner position in the Community Development Department.

MEETING DATE: May 3, 2006 (carried over from 4-19-06 Regular Council meeting)

PREPARED BY: City Manager

RECOMMENDED ACTION: Authorize the City Manager to fill, at his discretion, a previously "frozen" Junior/Assistant/Associate Planner position.

BACKGROUND INFORMATION: In order to balance the Fiscal Year 2005-06 budget, and to replenish financial reserves, 29 General Fund positions were either held vacant, "frozen", or in some cases eliminated.

One of the frozen positions was a Planner in the Community Development Department.

The Planning Division of the Community Development Department is authorized at a staffing level of four positions. As of last month, three positions were filled and the fourth was frozen and vacant. Due to the resignation of Associate Planner Mark Meissner, now two Planner positions are vacant. These two vacant positions are authorized to be filled at the Junior, Assistant, or Associate Planner level, depending upon the qualifications of the applicant.

The work load of the Planning Division has been reviewed and it has been determined that both Planner positions need to be filled at this time. The volume of work has increased and the Division's productivity, taking into account the best efforts of staff, is expected to decline due to the loss of an experienced Planner.

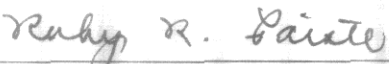
The Community Development Department budget is \$1,964,680, of which \$350,000 is General Fund transfer. The Community Development Department has taken in more funds than originally budgeted and can absorb the additional expense. Additionally, the Community Development Department has saved approximately \$100,000 in salary savings over the course of the fiscal year.


The cost of a fully-burdened (with full benefits) Junior Planner at "A" step is \$6,091 per month. The cost of a fully-burdened Assistant Planner at "A" step is \$6,579 per month. The cost for a fully-burdened Associate Planner at "A" step is \$7,115 per month.

If this action is approved, this will be the second frozen position authorized for funding. A Police Department Lieutenant position was previously unfrozen during mid-year budget review.

FISCAL IMPACT: The range of additional costs is approximately \$6,091 per month to \$7,115 per month. Additional costs will be balanced against Community Development Department revenues and current year salary savings. A fully-staffed Planning Division will allow work to be addressed with a lower paid employee freeing the time of higher compensated employees to focus on more complex issues requiring a greater level of experience and skill.

FUNDING AVAILABLE: Due to salary savings, funds are available in the Community Development Budget.


Ruby Paiste, Interim Finance Director


Blair King, City Manager

APPROVED: 
Blair King, City Manager